

# **CIVIL SERVICE COMMISSION REGULAR MEETING**

Wednesday, November 16, 2011, 2:00 p.m.

City Hall, 45 Lyon Terrace, Wheeler A and B, Bridgeport, CT 06604

## **Agenda**

### **1. Meeting Minutes**

The minutes from the regular meeting and the regular meeting held on October 11, 2011 are submitted for review.

### **2. Vacancies**

Comptroller's	Accounting Clerk 1		Faith Jackson (provisional)
City Clerk	Typist 1	replace Althea Williams	Lonette Pettway
City Clerk	Typist III	replace vacant Typist III	Althea Williams
Dept. on Aging	Mini Computer Operator	replace Maria Agueda	Cynthia DelBuono
Lighthouse	SES Program Coordinator	part-time	Jennifer Delawder
Lighthouse	Assistant Bookkeeper	part-time	Mary Ann Passe
Police	Detention Officer	recall	Adrianne Daniels
City Attorney	Collection Aide	replace Wally Taylor	Evelyn Cruz
Tax Collector	Deputy Tax Collector* (1)		Reorg. per CSC vote 7/12/11
Tax Collector	Senior Tax Collection Clerk* (1)		Reorg. per CSC vote 7/12/11
Tax Collector	Tax Collection Clerk-Spanish Speaking* (2)		Reorg. per CSC vote 7/12/11
Tax Collector	Customer Service Tax Collection* (4)		Reorg. per CSC vote 7/12/11
Tax Collector	Tax Collection Clerk* (6)		Reorg. per CSC vote 7/12/11

\*Reorganization is current Tax Collector staff

### **3. Merit Increases – attached**

### **4. Permanent Appointments - attached**

### **5. Reallocations**

The Commission has received a request from Dawn Norton, Director of Finance, to re-allocate Mini-Computer Operator position to Accounting Clerk I to create parity in salary and responsibilities.

### **6. New Job Description – Assistant Registrar of Vital Statistics – TABLED from 9/13/11**

The Commission has received a request from Kristin duBay Horten, Director, Health and Social Services, to update the job description for Assistant Registrar of Vital Statistics.

## **Requests/Requests for Hearing**

### **7. Fire Grievance – TABLED from October 11, 2011**

The Commission has received requests from Mr. Robert Whitbread, President, IAFF, Local 834, regarding:

- Grievance 2011-11, FF Reed - Sick Leave

The Commission received the following request from Attorney Thomas Bucci:

- Grievance 2011-16 FF Joe Pellaggi, failure to promote to the position of Lieutenant.

**8. Dionne Taylor Appeal – TABLED from October 11, 2011**

The Commission has received a request from Mr. Taylor regarding his disqualification of employment due to habits and conduct from the Maintainer I, Grade II position at the Bridgeport Public Library.

**9. James A. Patrick, Jr. Appeal – TABLED from October 11, 2011**

The Commission has received a request from Mr. Patrick regarding his candidacy for employment with the Board of Education as a Custodian 1 being disapproved due to habits and conduct.

**10. Judith Morisset Appeal – TABLED from June 14, 2011**

The Commission has received a request for a 6 month waiver from Ms. Morisset regarding the removal of her application from Police Officer #2302.

**11. Personnel Director's Report**

Firefighter Examination

Criminal Matters

City Council passed increase on resident preference points to 15%, from 10%

Police Deputy Chief

Appeal Period ended 11/14

Under review by Examiner, Resource Management Associates

PST Supervisor

Scoring completed

PS Telecommunicator

Psychological Evaluations complete

Undergoing OIA Background Investigation

Police Recruits

COPS grant

26 requested

Polygraph appointments upcoming